

EQUIPMENT TRANSACTION RECEIPT

HUMAN RESOURCES DIVISION
CHICAGO POLICE DEPARTMENT

DATE

FOR HUMAN RESOURCES DIVISION
USE ONLY

NAME (LAST, FIRST, MI)

RANK

STAR NO.

EMPLOYEE NO.

UNIT NO.

TYPE OF EQUIPMENT
(CHECK ONE)

- ☒ SWORN
☐ EXEMPT
☐ CROSSING GUARD
☐ I.P.R.A.
☐ OTHER (EXPLAIN) _____

TYPE OF EQUIPMENT RETURNED
(CHECK ALL THAT APPLY)

- ☒ STAR (SERIAL NO.) _____
☒ SHIELD (SERIAL NO.) _____
☐ IDENTIFICATION CARD _____
☐ BADGE (SERIAL NO.) _____
☐ OTHER (SPECIFY) _____

TYPE OF TRANSACTION (CHECK ALL THAT APPLY):

- | | |
|---|--|
| <input type="checkbox"/> LOST STAR, NEW NO. _____ SERIAL _____ | <input type="checkbox"/> LOST SHIELD NEW NO. _____ SERIAL _____ |
| <input type="checkbox"/> STOLEN STAR NEW NO. _____ SERIAL _____ | <input type="checkbox"/> STOLEN SHIELD NEW NO. _____ SERIAL _____ |
| <input type="checkbox"/> RECOVERED STAR NO. _____ SERIAL _____ | <input type="checkbox"/> RECOVERED SHIELD NO. _____ SERIAL _____ |
| <input type="checkbox"/> LOST BADGE NEW NO. _____ SERIAL _____ | <input type="checkbox"/> STOLEN BADGE NEW NO. _____ SERIAL _____ |
| <input type="checkbox"/> RETIREMENT | <input type="checkbox"/> RETIREMENT STAR ISSUED YES OR NO SERIAL _____ |
| <input type="checkbox"/> RETURN TO DUTY | <input type="checkbox"/> RESIGNATION |
| <input type="checkbox"/> EXCHANGE NEW NO. _____ SERIAL _____ | <input type="checkbox"/> OTHER (EXPLAIN) _____ |

EQUIPMENT TO BE PLACED ON HOLD FOR: (CHECK ONE)

- ☐ DPR ☐ LEAVE OF ABSENCE ☐ PAB ☐ ADMINISTRATIVE HOLD ☐ MILITARY LEAVE

COMMENTS

MEMBER REINSTATED PER IAD

EQUIPMENT RETURNED BY: (PRINT NAME)

(SIGNATURE)

DATE/TIME

UNIT NO.

EQUIPMENT RECEIVED BY: (PRINT NAME)

(SIGNATURE)

DATE/TIME

UNIT NO.

EQUIPMENT RECEIVED BY HUMAN RESOURCES DIV.: (PRINT NAME)

(SIGNATURE)

DATE/TIME

EQUIPMENT ISSUED BY HUMAN RESOURCES DIV.: (PRINT NAME)

(SIGNATURE)

DATE/TIME

THIS SECTION IS TO BE COMPLETED ONLY WHEN EQUIPMENT IS LOST, STOLEN OR RECOVERED.

R.D. NO.	CLASSIFICATION	IUCR
DATE OF REPORT	A.M.F.N. NO.	DISTRICT OF OCCURRENCE
WHERE, IF NOT CHICAGO	CLASSIFICATION	REPORT NO.